

HFD Captain Linkage Matrix

RESPONSIBILITIES	H. Motivation techniques and practices.	D. Be fair, objective and truthful.	I. Represent the Fire Department in a professional capacity	A. Establish and maintain effective working relationships with subordinates, members and public.	B. Work with personnel in a harmonious manner in order to obtain approved goals and objectives.	H. Understand and implement Fire Department Orders and Guidelines.	C. Recognize and reward individual and group needs and accomplishments.	E. Analyze and implement for beneficial effects.
0 = Not Relevant 1 = Enables Performance of the Responsibility								
CC. Maintains the station Captain's log while on duty and log any pertinent information about the current day's activities.	CC	17.60						
X. Communicates all pertinent information about matters that occurred, while on duty, to one's relief member at the next shift change.	X	17.17						
DD. Maintains the personnel records of members assigned to their station and shift.	DD	16.93						
HH. Educates self and subordinates to perform duties and responsibilities of the next higher rank.	HH	16.62						
V. Completes required reports and forms.	V	16.29						
G. Provides leadership in the proper placement of hose lines to ensure an effective fire attack, which will confine and extinguish hostile fires in order to prevent, stop, or lessen the loss of life and property.	G	16.06						
GG. Provides counseling and maintains discipline for all subordinate members by enforcing and complying with HFD guidelines, rules and regulation, and all applicable City policies.	GG	15.43						

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H. Provides leadership in performing search and rescue operations, which assist victims who may have become unconscious, trapped, lost, or otherwise unable to escape a hostile environment unassisted.		H	15.25							
O. Safeguards all department property from abuse or waste.		O	14.60							
I. Coordinates activities with other responding crews so that teamwork is accomplished and the emergency is brought under control with minimal effort and resources and in the safest way possible.		I	14.58							
Z. Assists in training new employees.		Z	14.54							
N. Conducts overhaul operations to ensure complete extinguishment of fire, make a final search for victims, and save any property that can be saved.		N	14.22							
J. Secures hazardous areas to provide safety for citizens and emergency personnel.		J	13.95							

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[illegible]

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Responsibility

Responsibilities

CC. Maintains the station Captain's log while on duty and log any pertinent information about the current day's activities.	CC	17.60	G. Organize and facilitate through dispatch responses to incidents such as fire, Hazardous Materials, natural disasters, mass casualty events, mitigation of weapons of mass destruction, aircraft incidents and responses to technical rescue situations.
X. Communicates all pertinent information about matters that occurred, while on duty, to one's relief member at the next shift change.	X	17.17	
DD. Maintains the personnel records of members assigned to their station and shift.	DD	16.93	
HH. Educates self and subordinates to perform duties and responsibilities of the next higher rank.	HH	16.62	
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RESPONSIBILITIES			
T. Directs and supervises general maintenance work in the upkeep of apparatus, facilities, equipment; and grounds around station; supervise minor repairs; washing and drying hose; washing, cleaning, waxing, maintaining and testing apparatus and equipment.	T	13.80	
W. Maintains inventories of all station, apparatus, and equipment.	W	13.59	
Supervises and coordinates the maintenance of all station apparatus, facilities, equipment, and grounds around station; supervise minor repairs; washing and drying hose; washing, cleaning, waxing, maintaining and testing apparatus and equipment.			
F. Supervises the proper development of an adequate water supply when ordered to do so or fire conditions dictate.	F	12.36	
M. Leads subordinates in returning places that have been involved in an emergency incident to a reasonably safe condition. Checks for structural damage, evaluate the safety of utilities, and assure the continual operation of fire protection equipment such as fire alarms and sprinklers.	M	12.23	
G. Organize and facilitate through dispatch responses to incidents such as fire, Hazardous Materials, natural disasters, mass casualty events, mitigation of weapons of mass destruction, aircraft incidents and responses to technical rescue situations.			

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<p>K. Assumes command at emergency Operations incidents (Haz-Mat, cave-ins, aircraft emergencies, extrications, etc.) and direct operations according to one's level or training, until relieved by a superior officer.</p>	L	12.12	
	K	12.09	
<p>EE. Ensures that the member's Texas Driver's license is current at all times.</p> <p>S. Supervises and participates in Tactical Evaluation and Assignment Planning (TEAP) of buildings, hydrants, and other structures in fire prevention/planning programs.</p> <p>Y. Assists in department supervisory and administrative activities.</p> <p>FF. Reports employee changes of address.</p> <p>P. Directs assigned apparatus in fire prevention activities as assigned.</p> <p>Q. Presents programs to the community on safety and fire prevention topics.</p>	EE	11.84	
	S	11.54	
	Y	10.26	
	FF	9.06	
	P	8.53	
	Q	6.98	